

NATIONWIDE
NATIONAL GUARD OF ARIZONA
HUMAN RESOURCE OFFICE
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495
PHONE (602) 629-4800; DSN 853-4800
WEBSITE: <http://dema.az.gov/>

TITLE 32 EXCEPTED
TECHNICIAN VACANCY ANNOUNCEMENT

NATIONAL GUARD MEMBERSHIP IS REQUIRED: This is an excepted service position that requires membership in a compatible military assignment in the National Guard. Selectee will be **required to wear the military uniform.**

ANNOUNCEMENT NUMBER: 18-349T OPENING DATE: 12-Jul-18 CLOSING DATE: 13-Aug-18

POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:

Flight Services Manager, GS-2150-11, E-6/TSgt, MPCN: 00887103

APPOINTMENT FACTORS: OFFICER ☐ WARRANT OFFICER ☐ ENLISTED ☒

KNOWN PROMOTION POTENTIAL: NONE

SALARY RANGE:

\$61,642.00-\$80,138.00 PA

SUPERVISORY ☐ **MANAGERIAL** ☐

NON-SUPERVISORY/NON-MANAGERIAL ☒

LOCATION OF POSITION:

214th Attack Group, Davis-Monthan, AFB Arizona

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must be received by close of business (1530 MST) on the closing date shown above or if mailed postmarked no later than the closing date. The Human Resources Office will not accept applications that are mailed at government expense, exceptions to hard-copy delivery may be considered on case-by-case basis. Please contact 602-629-4826/4834 for consideration. Faxed applications will not be accepted.

AREA OF CONSIDERATION:

This position is in the Federal/Excepted Civil Service and is **open to current members in the Arizona Air National Guard.** Individual selected will receive an **Indefinite Appointment** and may be converted to permanent based on availability of funds or position no longer being encumbered. Acceptance of a Federal Excepted technician position of over 179 days in length will cause termination from the Selected Reserve Incentive Program (BONUS). Individual selected will require a military medical records screening if applicable, to be completed prior to appointment, and/or may be required to take a pre-employment medical screening examination dependent on the position type and military medical records screening results.

INSTRUCTIONS FOR APPLYING: Individuals applying for vacancies with the Arizona National Guard may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Application documents must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary.

Applicants **MUST** submit a completed **AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement)** or a separate document explaining how they meet each Knowledge, Skill and Ability listed below and a **Resume** or the **Optional Form 612.**

EVALUATION PROCESS: Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume. Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending

dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

CONDITION OF EMPLOYMENT: Prior to appointment into this position, selectee must be a current member of the Arizona Air National Guard, and be able to qualify for the following AFSC: 1C7X1

- Federal employment suitability as determined by a background investigator.
- May be required to successfully complete a probationary period.
- Participation in the Direct Deposit/Electronic Funds Transfer Program.
- Military Uniform must be worn.
- Applicants must maintain membership and employment in the National Guard in the military grade listed in this announcement.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or nonmembership in an employee organization or any other non-merit factor.

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| Relocation Incentive may be offered: | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |
| PCS may be offered: | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |

NOTES:

NOTE: This position is subject to rotating shifts, night shifts, and weekends/holidays.

NOTE: Member maybe be subject to commute to Launch and Recovery Element (LRE) Detachment in Fort Huachuca, Cochise, Arizona.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:

Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.

1. Ability to administer, plan, coordinate, and direct the activities of personnel performing flight services/airfield management support duties; establish shift schedules and assign personnel based on workload to ensure adequate coverage of airfield/flight services operations.
2. Ability to plan, organize, and coordinate airfield management activities during and after airfield operating hours; ability to identify a need for and coordinate all airfield construction and repair projects for both major and minor airfield improvement projects.
3. Ability to evaluate airfield management activities to ensure compliance with established Air Force and FAA policies and directives; ability to advise unit commander(s) and staff on all airfield management related matters.
4. Ability to develop and manage the base flight line driving program to include training, certification, and remedial action when required; establish procedures for controlling privately owned vehicles on the flight line.

SPECIALIZED EXPERIENCE: Must have at least 36 months experience, education, or training performing, administering or supervising technical and analytical work concerned with planning, development and execution of traffic policies and programs. Experience interpreting applicable Federal, State and local laws, and regulations concerning transportation and traffic procedures. Knowledge of transportation requirements and systems for specific geographic areas (International and Continental United States).

BRIEF JOB DESCRIPTION: This position is located in the Flight Services Section, 214ATKG Davis Monthan AFB Tucson, Arizona. It's primary purpose is to manage, direct and oversee the operation of all airfield activities and facilities under jurisdiction of the air base, and to coordinate as necessary with all applicable agencies, base flying activities and transient military aircrews and aircraft as well as civilian aircraft utilizing ANG facilities. Coordinates and maintains liaison with military, federal, and local agencies concerning airspace utilization, safety of flight, search and rescue operations, base contingency, and operational plans. Provides direct support to aircrews as an integral part of our nation's air traffic control system. Performs, plans, develops, administers, and conducts services required of a Flight Service Section and an Airfield Management/Base Operations function. Directly supervises several other separate, however,

distinct functions within the Operations Group, such as Operations Resource Management Systems, Administration, Training and Personnel.

SELECTING OFFICIAL: CMSgt Jason Renda
